



South Carolina Department of Health
and Environmental Control

**BUREAU OF
BUSINESS MANAGEMENT**
DIVISION OF PROCUREMENT SERVICES
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DATE: November 16, 2007

AMENDMENT

BID #: Mini-Grant Application No.32619-11/28/07-MAR

AMENDMENT #: 1

CLOSING DATE: November 28, 2007

CLOSING TIME: 2:30 p.m. E.T.

PURPOSE: Implementation of School-Based Dental Sealant Program-Data Collection System Grant.

PROCUREMENT OFFICER: *Michelle Robinson*
Michelle Robinson, CPPB

TELEPHONE # (803) 898-3469

Answer questions or clarify issues:

1) **VENDOR QUESTION:** If this is only for infrastructure and capacity building, this means it will pay for the salaries and fringe associated with the input of this collection data?

DHEC ANSWER: Yes, if that is what your program needs, just outline this in your grant proposal. Remember this grant period ends July 1st, 2008

2) **VENDOR QUESTION:** Will it pay for the development of a computerized program that will collect this information by a programmer or IT person?

DHEC ANSWER: Yes, you can have your current IT support design this report to interface with your software or use the software designed by the ORS staff that is available to you at no charge. If you would like to view this software program please contact Sarah Crawford (Sarah.Crawford@ors.sc.gov) for a copy.

3) **VENDOR QUESTION:** Will it pay for a laptop for staff to be able to collect this data in format that can be viewed by the next provider seeing the same patient on a different day?

DHEC RESPONSE: Yes, these funds can be used to purchase a laptop. You can choose the software you would like to use. The only stipulation is that we need the data elements identified in the SDPP Manual Section 6 Quarterly reports submitted to ORS in a compatible electronic format. ORS staff can work with you to confirm compatibility with various software.

4) **VENDOR QUESTION:** Why do you need the data on each child? You are asking for a complete history of the entire visit plus items not captured by most systems.

DHEC RESPONSE: To improve data analysis, we need more detailed encounter information from all SDPPs. This will allow us to better link to Medicaid data as well as Department of Education data. The improved data collection will speak volumes for your programs when it comes to evaluation. We look at this as an opportunity to "showcase" all of the great work the SDPPs are doing for our state's schoolchildren.

5) **VENDOR QUESTION:** Can we pay for a programmer to write a special report for dental and superbill to capture this information?

DHEC RESPONSE: Yes you can. Our requirement is that the data elements identified in the SDPP Manual Section 6 Quarterly reports be submitted to ORS in a compatible electronic format. Again, just detail this in the grant proposal you submit.

6) **VENDOR QUESTION:** Will the funding be on-going after 7/1/08?

DHEC RESPONSE: No, not at this time. It is the intent after financial assistance to perform the initial software and IT setup, that the data report requested be generated by each program at minimal incurred costs. (If monies were to become available at a later date, sustainability mini-grants would be offered in a similar grant process for the SDPPs. But, additional funding is not anticipated at this time).

7) **VENDOR QUESTION:** Hard to add staff or time and then take away?

DHEC RESPONSE: As mentioned previously, the intent is that after the initial setup, the SDPPs software generate the needed report at minimal staff time and cost.

8). **VENDOR QUESTION:** Can we submit a proposal that the cost is greater than \$5,000 if the cost is greater? To have sufficient computer support and connectivity at each school is costly to have monthly submissions and reports.

DHEC RESPONSE: Yes, you can request more than \$5,000. Please detail the specifics in the proposal you submit. We

cannot guarantee the awarded amount will be the same as the total requested amount.

9). **VENDOR QUESTION: If expenses are for staff, how do you want the documentation for proof? Time sheets with total time listed for these activities during the day?**

DHEC REPONSE: Timesheets and payment records would be sufficient documentation.

10). **VENDOR QUESTION: Why is the documentation of expenses and services so detailed for such a small amount of money? We will spend more time trying to document each minute and trying to set up monthly documentation to report that it almost not worth the effort. Any thing that can be done about this?**

DHEC RESPONSE: Any grant funds distributed by our agency are subject to audit. Most SDPPs do track expenses and collect receipts routinely. The submission of these expenses incurred during the period of the grant, related to the implementation of the data collection tool should be minimal after the initial IT issues are resolved.

Offerors/Bidders must acknowledge receipt of this amendment by signing and returning this form prior to the official bid opening date and time or include this signed form with bid response. Failure to acknowledge receipt of this amendment may result in rejection of your offer.

Company Name

Name of firm's representative

Telephone No.

Title of representative

Date

Signature (manual)

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